



## ACTON PLANNING BOARD

Minutes of Meeting  
November 20, 2012

Town Hall – Faulkner Room 204

Planning Board members attending: Mr. Ryan Bettez (Chairman), Mr. Jeff Clymer (Vice Chair), Mr. Ray Yacouby, Mr. Roland Bourdon, Ms. Kim Montella, Mr. Derrick Chin and associate member Mr. Rob Bukowski. Also present: Planning Director Mr. Roland Bartl, Assistant Planner Ms. Kristen Domurad-Guichard Planning Board Secretary Ms. Kim Gorman.

Absent: Ms. Margaret Woolley Busse (Clerk).

Mr. Bettez called the meeting to order at 7:31 PM.

### **I. Citizens Concerns**

None raised.

### **II. Acton 2020 Implementation – 2013 Funding Request for Kelley's Corner Design/Zoning and Infrastructure Improvement Plan**

Board members will discuss at the next meeting when Ms. Busse is present.

### **III. Acton Food Pantry (Mark Scheier, Esq.)**

Atty. Mark Scheier of Scheier Katin & Epstein, P.C and Mr. Stephen Rubin, President of the Acton Food Pantry attended. Mr. Scheier stated the Food Pantry exists for over 28 years and is overseen and operated by the Acton Community Supper and Food Pantry, Inc. They are located in Boxborough for the last 2 years, but would like to find a place in Acton that meets their current and future needs. Mr. Rubin explained the Acton Food Pantry assists residents of Acton and adjacent towns, with 60% from Acton and 10% from Boxborough. It serves over 500 families throughout the year, with over 200 families coming regularly. It is open 3 Wednesdays per month from 10am – 7pm. Besides food, available items include clothing and books.

Mr. Scheier stated the Food Pantry is caught in a zoning definition dilemma. Staff suggested working with the Planning Board towards a zoning bylaw change at the next annual town meeting.

Board members strongly agreed and supported a change.

Staff will write a draft zoning change article to be discussed at the next meeting.

**IV. Continuation of PH – Central Street PCRC** Mr. Bettez opened and moved to immediately continue the Central Street PCRC application public hearing to December 4, 2012 at 8:00pm in Room 204 at the Town Hall, Mr. Clymer 2<sup>nd</sup>, all in favor.

### **V. Vote – Statutory Covenants Support Letter**

Staff explained the letter is regarding support of S.2399, a Bill Relative to Statutory Affordable Housing Covenants in Massachusetts.

The Board asked staff to place it on Town letterhead; Board members voted to issue the letter.

### **VI. Consent Agenda – Draft Minutes of 11/6/12**

The draft minutes were approved.

## **VII. Reports**

**CPC:** Mr. Bourdon reported on anticipated CPA applications.

**EDC:** Mr. Chin updated on the zoning status of a tea company located at Craig Road and on the building permit status for new Spruce Street Café. Mr. Chin suggested a better organization for business permitting and to have the permits and applications online. Mr. Bartl agreed with the need for better internal permit tracking.

**OPEN SPACE:** Mr. Clymer reported the committee discussed a potential property for open space purchase.

**WRAC:** Mr. Clymer reported the committee is working on getting the draft bylaw completed. Mr. Bartl inquired about a report by OAR regarding low impact development.

**DRB:** Ms. Montella reported the committee met with TRB Development, which is proposing to locate a CVS into the old Goodyear Tire Building on Rt. 111. The DRB reviewed a conceptual plan and made suggestions. The applicant will return to DRB for a 2<sup>nd</sup> review.

## **VIII. Administrative Update**

Staff mentioned that draft zoning articles will be discussed at the next meeting: Solar and wind power installations, community service organizations, donation bins, heating fuels, industrial uses, outdoor storage and handling, outdoor sales, and Brookside Shops. Staff question to Board if medical marijuana dispensaries/clinic should be regulated in zoning as a separate use.

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The meeting was adjourned at 9:00PM.